**Contract to be signed at the beginning of the semester.**

Part of the Commercial Cooking Course requires students to work in the Canteen. Each person is required to work 5 hours over the course of the semester during their lunch or spare. There is ample time each semester for students to complete these hours as long as they are signing up and showing up. Sports tournaments are an option to work, with priority going to those first in Commercial Cooking 30, then 20, then 10.

Students earn credit towards their final mark for completing their Canteen Hours. As well, in return for completing their Canteen Hours, students will receive those hours back in the form of a spare. There are guidelines for the spares: hours must be complete, all assignments must be complete, spares must be taken during the last 5 class days of the semester, and students must remain on school grounds during spare hours.

Upon entering the Canteen for a shift, you must first put on an apron, then wash your hands in accordance with Food Safe standards. Everyone working in the Canteen must have their Food Safety and must always be following those guidelines. When serving customers, you must always be polite and courteous. Basic manners must also apply when talking with Sue and Rita. When your shift is finished, sign out of the binder and ask Sue or Rita to sign as well. If this step is missed, credit cannot be given.

You are held to a high standard when working in the Canteen. Your reputation is on the line so it is crucial that you are doing the best job that you can. You must be honest, trustworthy and a hard worker in the canteen. Always display Greenall School Values: Kindness, Respect, Empathy, Self-Control, Fairness and Tolerance. The real goal is to be professional and if you display all values, then you can be considered professional. If a workers’ behaviours are questioned, they are deemed untrustworthy or they are not of respectful nature then consequences will be the result. Consequences can be, but are not limited to the following: removal from the class, suspension of Canteen hours with credit of previously worked hours, suspension of Canteen hours with no credit for previously worked hours, additional Canteen hours, ISS, OSS, ODRs.

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(printed name) in Commercial Cooking (10 or 20 or 30 Circle one), have read through the above information and I understand everything that has been presented to me. I will fulfill my duties and responsibilities in the canteen. I will sign up for shifts. I will show up for shifts. I will do my best to find a replacement for a shift I cannot do. I will arrive within 5 minutes of the bell for my shift. I will display SKERFT Values. I will not complain. I will not break any rules.

By signing, I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(signature) completely understand this document and its right to be revisited at any time, if necessary.

Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Ostrander/Gibbs/McFarlen)

**Contract to be signed upon completion of Canteen Hours at the end of the semester.**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ from the Commercial Cooking \_\_\_\_ class of period\_\_\_\_\_\_\_ have successfully completed \_\_\_\_\_\_ (#) Canteen hours as of   
June \_\_\_\_\_\_\_\_\_\_, 2016. I also have completed all of my assignments. I know that I now am able to take a spare in period \_\_\_\_\_ in return for working in the Canteen. With this privilege that I have been granted, I know that there are other responsibilities. These responsibilities include, but are not limited to the following:

* I am responsible for getting to my other classes on time.
* I am responsible for using my spare wisely.
* I am responsible for following all the rules of Greenall High School and displaying SKERFT values
* I am responsible for spending my spare time in one of the following locations:
  + The canteen area
  + The library
  + The Commercial Cooking classroom
  + Outside on school property
* I am responsible for ensuring that other peers at Greenall High School are not distracted by any of my actions by:
  + Not roaming the hallways
  + Not disturbing any classes (knocking on doors, peaking in windows, etc)

If I breach any of the above responsibilities I know that I will then be required to return Commercial Cooking and participate in class by completing any assignments or tasks the teacher provides me.

GHS Administration and other teachers are aware that I am on spare and if I have homework in other classes I know that they may contact Ms. Ostrander/Gibbs/McFarlen and arrange to have those assignments completed during this time.

By signing this contract, I agree to everything stated above.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Printed Name Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher Signature Date